



COUNTY OF LOS ANGELES
OFFICE OF THE DIRECTOR OF PERSONNEL

MAIL ROOM
DIRECTOR OF PERSONNEL
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MEMBERS OF THE BOARD

December 2, 1981

To: Each Supervisor

From: Harry L. Hufford
CAO, Director of Personnel

Subject: COUNTY VOLUNTEER PROGRAMS AND THE USE OF RETIRED
COUNTY EMPLOYEES ON A VOLUNTEER OR PAID BASIS

On September 29, 1981, your Board instructed me to take steps to encourage citizens, particularly County retirees, to volunteer their time and talents to provide essential public service. Your Board also instructed me to propose an implementation plan on the use of County retirees on a temporary, paid basis if AB-529, which would permit County retirees to work for the County for pay, became law.

I have appointed a County Management Volunteer Coordinator in the Department of Personnel to help the operating departments meet their volunteer staffing needs in providing important services to the general public. An important function of the Volunteer Coordinator will be to identify areas with the greatest potential for volunteer program expansion and for the creation of new programs. Our Coordinator has been instructed to work both with line management and the County Volunteer Management Coalition, made up of representatives of all County departments using volunteers, to strengthen and expand our volunteer programs.

Brian Berger of Supervisor Antonovich's staff and my staff have been working with representatives of the Volunteer Management Coalition, the Retired Employees Association of Los Angeles County, Senior Citizens Affairs, and the National Council of Senior Citizens, Inc. in the development of a retiree questionnaire and recruitment letter to encourage the involvement of County retirees and to determine

their volunteer work interests as well as the skills and knowledge they have to offer. In addition, we have developed departmental questionnaires to accurately assess the extent of current volunteer programs and the existing and projected needs for additional programs and volunteers. This form will be distributed in January.

There are 22 departments and 9 Health Services Regions and hospitals who have ongoing volunteer programs that have been in existence for many years. The departments or facilities with the greatest number of volunteer hours include in descending order: LAC-USC Medical Center, Parks and Recreation, Coastal Region, San Gabriel Valley Region, Public Library, DPSS, and the Museum of Art. A broad range of services is being provided including physicians, social workers, legal interns, sheriff reserve deputies, museum docents, hospital candy strikers, and many others.

As you may know, AB-529 did not pass this year although there is some likelihood that it will early next year. In this event, we will encourage County departments to utilize this resource during the remainder of the 1981-82 fiscal year and throughout the 1982-83 fiscal year, and my staff will assist in recruitment and selection.

HLH:JB
MG:rb